



Equal Opportunity Program

News



Fort Leonard Wood, MO

Volume 10-06

EO HOTLINE 596-0601/EEO HOTLINE 596-0601 Oct 2006



Dear Miss Millie,

I have a disability that I don't want to disclose to my supervisor out of fear of losing my job. I really like working here but I'm afraid if I tell him about my condition, he'll either get me fired or relocate me to another organization. One of my trusted co-workers told me something about reasonable accommodation. What's that all about?

Dear Perplexed,

You can contact the EEO Office to receive information and guidance on the Standard Operating Procedures for TRADOC, IMA and MEDCOM's Reasonable Accommodation (RA) policies and processes.

Following is a brief overview of the process:

The disabled employee is responsible for informing management that an accommodation is required;

Medical information required to determine whether or not an accommodation is required to be provided to and maintained by Occupational Health, separate from any other personnel documents;

The employee's supervisor will review the RA request, determine its feasibility and make the necessary arrangements to accommodate the employee;

The RA Committee, consisting of EEO, CPAC, SJA, Occupational Health and management, will convene, if necessary, to review the request and discuss potential methods of addressing the request;

If an accommodation is deemed necessary by the RA Committee, they will provide a written document describing the terms and conditions of the accommodation;

If an accommodation is disapproved by the RA Committee, they will provide a written document outlining the reasons for the denial along with processes and procedures for filing a discrimination complaint and/or requesting mediation of the issue.

EO Did you know ?

How many times have you been confronted with discriminatory behavior off post? If so, did you know who to contact? There are several options available to Military, Family Members, and DoD civilians. In the event your confronted with discriminatory behavior. Do the following

1. Inform your supervisor and Chain of Command immediately
2. Contact your unit Equal Opportunity Advisor
3. Contact agencies and POC's mentioned below

If your issue is with housing off post contact: **Mr Minkus 596-0984** or (HUD) US Dept. of Housing and Urban Development at 913 551-5462

Regarding a business off post contact: (PMO) **Mr. Wallace 596-0593** or (Garrison Operations) **Mr. Maxwell 563-4007**

Armed Forces Disciplinary Control Board links:

<https://flw-intranet.wood.army.mil/des/AFDCB%20page.htm>

<http://www.wood.army.mil/lec/AFDCB.htm>

EEO Housing links: Community Notice Volunteers needed

National Native American Indian Heritage Month 1 Nov- 30 Nov. Committee meetings will begin 2 Aug 06, and will be held every Wednesday 1600-1700 hrs at building 315, RM 227. Contact 3 BCT EOA's SFC Arellano or SFC Clayton @ 6-1398

National African-American/Black History Month 1- 28/29 Feb. Committee meetings began on the 15th August, they will be held each Tuesday at 1330 hours in B 315, RM 227. Contact 3rd Chem more details @ 6-3083

Equal Opportunity Training and Education



This training clearly helps unite the team

EORC New 3 Week course

Equal Opportunity Representative Course Training for the 1st quarter, FY 07 will be held **16 Oct thru 3 Nov 2006**. Contact your Brigade S3 schools or your branch specific EO representative for more information.

CO2

Consideration of Others (CO2) training for the 1st quarter, FY 07 will be held **10th thru 12th October 2006**. Contact your Brigade S3 schools or your branch specific detachment EO representative for more information.



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1 Oct 2006

Special Emphasis Programs

National Disability Employment Awareness Month, 2006

A Proclamation by the President of the United States of America

During National Disability Employment Awareness Month, we pay tribute to the accomplishments of the men and women with disabilities whose work helps keep America's economy strong, and we underscore our commitment to ensuring equal employment opportunity for all of our citizens.

Our country has made great progress to ensure that opportunities are accessible to everyone who is willing and able to work. Access to jobs was significantly expanded in 1990 when President George H. W. Bush signed the Americans with Disabilities Act (ADA) into law. This important legislation has served as a foundation for strengthening our Nation's workforce and advancing innovation and American leadership in a global marketplace.

In 2001, my Administration announced the New Freedom Initiative to build on the progress of the ADA and more fully integrate men and women with disabilities into all aspects of life. The New Freedom Initiative has helped expand access to technology, training, and education for citizens with disabilities. As a result, those who have a disability and seek employment are better able to compete for jobs. To assist in providing additional access to employment opportunities, we have also implemented the "Ticket to Work" program and strengthened training and employment services at One-Stop Career Centers. By visiting DisabilityInfo.gov, individuals and employers can learn more about the Federal Government's disability-related programs and receive information and resources they need to help achieve their personal and professional ambitions.

To recognize the contributions of Americans with disabilities and to encourage all citizens to ensure equal opportunity in the workforce, the Congress, by joint resolution approved as amended (36 U.S.C. 121), has designated October of each year as "National Disability Employment Awareness Month."

NOW, THEREFORE, I, GEORGE W. BUSH, President of the United States of America, by virtue of the authority vested in me by the Constitution and

New EO information

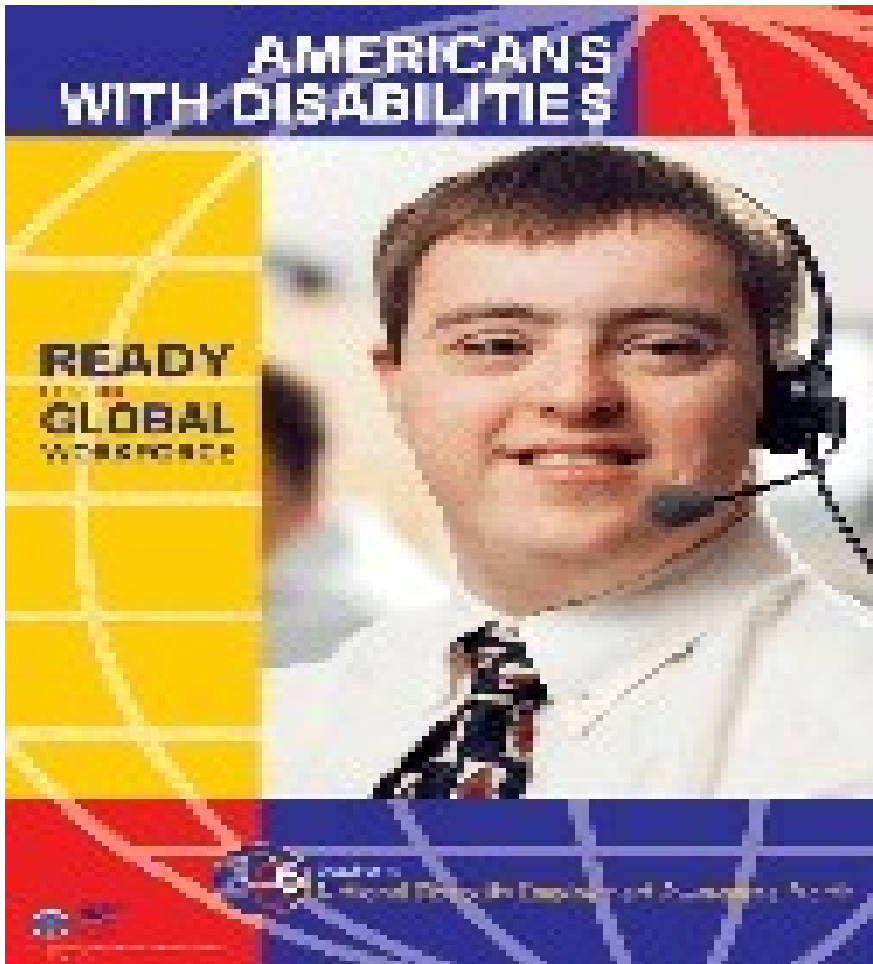
The MANSCEN and FLW Equal Opportunity office would like to inform our readers about new training aids collection. We currently have over **62 selected videos and DVD's** to augment training, with more on the way in the near future. The intent is to enable Commanders, Supervisors and Equal Opportunity Representatives greater flexibility in training without the sole use of PowerPoint.

Each video and DVD has been reviewed for content and category of training. A quick reference rating has been provided, this will assist in determining usefulness of selected series. Regardless of the rating each of these training aids can help with Sexual harassment, Diversity, Racism and many more relating to EEO and EO. In addition, we would like to inform our readers that all collections whether they are in the EO or EEO side are relevant to all DOD (Mil and Civ). Training aids **run times range from four minutes to well over an hour.**

All interested units or directorates are encouraged to contact the MANSCEN and FLW Equal Opportunity Office for use. Issuance of these items **will not exceed a period of 72 hours**, upon completion of training event items must be returned immediately. Please keep in mind that supplies are limited and there may be circumstances which may prevent use or issuance on dates required. Changes to this procedure will be a case by case basis. See the EO website for collection. As new material arrives we will update our catalog.



Equal Employment Opportunity Programs



Disability Awareness Month Activity

Date: October 25,
2006

Time: 1300 – 1500
hours

Location: Lincoln
Hall Auditorium

Several Disabled Student Coordinators from area colleges and universities will be present for an open forum question and answer session on educational requirements, expectations and results of the students overall educational experience. They will also discuss typical Reasonable Accommodations for disabled college students.

Also attending will be NASA's Disabled Student Programs Coordinator.

All military and civilian managers and supervisors of civilian employees are encouraged to attend